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August 19, 2020

**VIA EMAIL AND U.S. MAIL**

Dawn M. Farrell, Administrative Clerk  
TOWNSHIP OF MONROE ZONING BOARD  
125 Virginia Avenue, Suite 5A  
Williamstown, New Jersey 08094-1768

Re: Preliminary Major Subdivision (1<sup>st</sup> Review)  
Site Plan for Clubhouse (1<sup>st</sup> Review)  
Plate 148, Block 14801, Lot 12  
The Greens (formerly the Clusters)  
Zone: RA, Residential Age-Restricted District  
Applicant: NWD Development LLC  
Application № 1854  
MC Project №: MMZ-064

Dear Ms. Farrell:

The above referenced application is a request for a preliminary major subdivision review and site plan review for the clubhouse only.

**1.0 Project Description**

**1.1 Proposal**

The applicant is proposing a preliminary major subdivision consisting of mixed-use residential and commercial development within the RA, Residential Age-Restricted District. The applicant is proposing to retain a 7.67± acre parcel to be known as Tract 1 for a planned neighborhood/community commercial use and develop 117 age-restricted, multifamily units (39 triplex buildings, a clubhouse lot and four (4) additional open space lots, two (2) of which contain stormwater management basins) on proposed Tract 2 containing 31.31± acres of which is the subject of this application. The age-restricted residential development is proposed to be constructed in three (3) sections and will ultimately have access from both Franklinville-Turnersville Road (aka Fries Mill-Blackwood Road (CR #655) and Glassboro-Cross Keys Road (CR 689)). The property is proposed to be served by public water and sewer. The applicant was granted use variance approval to permit a mixed use development by the Zoning Board of Adjustment on November 19, 2019 (Resolution #43-2019).



## 1.2 Existing Conditions

The 38.98+ acre parcel is situated between Glassboro-Cross Keys Road and Fries Mill Road and was formerly approved for a development known as Stirling Glen II. The property is currently vacant farmland. The property is zoned RA, Residential Age-Restricted District.

## 1.3 Prior Approvals

The property in question was previously granted final major subdivision/site plan approvals for an age-restricted residential community consisting of 117 single-family detached dwellings in March 2008 and most recently granted use variance approval allowing a mixed use development in November 2019.

## 1.4 Surrounding Land Uses

The surrounding parcels to the east, west and south are also zoned RA, Residential Age-Restricted and contain primarily qualified farmland, a few commercial properties and the Stirling Glen I development. The corner property directly adjacent to the parcel on the southwest corner of the intersection contains a CVS Pharmacy store which is zoned C, Commercial. Across Glassboro-Cross Keys Road to the north in adjacent Washington Township are developments of single family homes and several commercial uses on the northeast and northwest corners of the intersection.

## 2.0 Materials Reviewed

We have reviewed the referenced submission, encoded by the Zoning Board as #1854 06252020, received July 8, 2020, consisting of the following:

<i>Sheet</i>	<i>Title</i>	<i>Date</i>
---	Major Subdivision Application	May 29, 2020
---	Submission Checklist	May 29, 2020
---	Property Tax Records (November 2018 thru May 2020)	---
---	Property Water & Sewer Records (August 2018 thru May 2020)	---
---	Corporate Disclosure Statement	---
---	Municipal Code § 175-68	---
---	Fiscal Impact Statement	May 2020
---	Traffic Impact Study	March 2020
---	Phase I Environmental Site Assessment	April 6, 2020
1 of 31	Cover Sheet	Revised to June 23, 2020
2 of 31	Existing condition/Demolition Plan – Sheet A	April 1, 2020
3 of 31	Existing Condition/Demolition Plan – Sheet B	April 1, 2020



4 of 31	Surrounding Site Features	April 1, 2020
5 of 31	Overall Development Sectioning/Traffic Circulation Plan	Revised to June 19, 2020
6 of 31	Subdivision Plan – Sheet A	Revised to June 19, 2020
7 of 31	Subdivision Plan – Sheet B	Revised to June 19, 2020
8 of 31	Subdivision Plan – Sheet C	Revised to June 19, 2020
9 of 31	Grading & Drainage Plan – Sheet A	Revised to June 19, 2020
10 of 31	Grading & Drainage Plan – Sheet B	Revised to June 19, 2020
11 of 31	Utility Plan – Sheet A	Revised to June 19, 2020
12 of 31	Utility Plan – Sheet B	Revised to June 19, 2020
13 of 31	Drainage Divide Plan – Sheet A	April 1, 2020
14 of 31	Drainage Divide Plan – Sheet B	Revised to June 19, 2020
15 of 31	Landscape & Lighting Plan – Sheet A	Revised to June 19, 2020
16 of 31	Landscape & Lighting Plan – Sheet B	Revised to June 19, 2020
17 of 31	Landscape & Lighting Notes 7 Details	Revised to June 19, 2020
18 of 31	Road Profiles	April 1, 2020
19 of 31	Profiles	April 1, 2020
20 of 31	Profiles	April 1, 2020
21 of 31	Construction Details – Sheet A	April 1, 2020
22 of 31	Construction Details – Sheet B	April 1, 2020
23 of 31	Storm Sewer Details – Sheet A	April 1, 2020
24 of 31	Storm Sewer Details – Sheet B	April 1, 2020
25 of 31	Storm Sewer Details – Sheet C	April 1, 2020
26 of 31	Sanitary Sewer Details	April 1, 2020
27 of 31	Water Details	April 1, 2020
28 of 31	Soil Erosion Sediment Control Plan – Sheet A	Revised to June 19, 2020
29 of 31	Soil Erosion Sediment Control Plan – Sheet B	Revised to June 19, 2020
30 of 31	Soil Erosion Sediment Control Notes & Details	April 1, 2020
31 of 31	Test Pit Logs	April 1, 2020
1 of 1	Plan of Survey & Topography	March 31, 2020
1 of 2	Final Plan of Lots – Section 1	June 24, 2020
2 of 2	Final Plan of Lots – Section 1	June 23, 2020
1 of 1	Final Plan of Lots – Section 2	June 24, 2020
1 of 1	Final Plan of Lots – Section 3	June 24, 2020

The plans are signed and sealed by Paul A. Witthohn, PE with the exception of sheets 2, 3, 6, 7 & 8 which are jointly signed with Adam R. Grant, PLS of Consulting Engineer Services (CES). The survey and final plan of lots are signed and sealed by Adam R. Grant, PLS of CES.

*Note: The index of sheets listed on the cover sheet does not match the last revised dates on the actual sheets nor does the sheet numbering and original dates of the final plan of lots match the actual sheets. The index shall be revised accordingly.*



### 3.0 Zoning Requirements

#### 3.1 Use

1. In accordance with § 175-162.1F(1)(c), single-family attached (townhouse) dwellings, subject to the requirements of § 175-146 are listed as a permitted use in the RA, Residential Age-Restricted District.

#### 3.2 Tract Area

1. In accordance with § 175-162.1G(1), the minimum required tract area for residential age-restricted developments is 20 acres. The plan conforms to this requirement, with proposed Tract 2 having an area of 31.3 acres.

#### 3.3 Density

1. In accordance with § 175-162.1G(2), the maximum permitted gross density shall be 3.75 units per acre. The plan conforms to this requirement, proposing 3.75 units per acre.

#### 3.4 Bulk Requirements - single-family attached dwellings (townhouses) (Tract 2)

1. **Lot Area:** The minimum required lot size is 2,000 square feet with a maximum of 3,000 square feet. The plan does not conform to the maximum lot area permitted, proposing 3,300 s.f. (interior unit) and 4,675 s.f. (exterior unit) lots with some proposed lot sizes even greater. As proposed, variances are required for the following townhouse lots as noted below:

##### Section 1

**Block 14801.01**, Lot(s) 1, 3, 4, 10, 12, 13, 15, 16 & 18 (4675 vs 3000 s.f.)

**Block 14801.01**, Lot 6 (4680 vs 3000 s.f.)

**Block 14801.01**, Lot 7 (4910 vs 3000 s.f.)

**Block 14801.01**, Lot 9 (4913 vs 3000 s.f.)

**Block 14801.02**, Lot(s) 2, 4, 5, 10, 11 & 13 (4675 vs 3000 s.f.)

**Block 14801.02**, Lot 7 (6536 vs 3000 s.f.)

**Block 14801.02**, Lot 8 (6528 vs 3000 s.f.)

**Block 14801.01**, Lot(s) 4, 6, 7, 9, 10, 12, 13 & 15 (4675 vs 3000 s.f.)

**Block 14801.03**, Lot 1 (5492 vs 3000 s.f.)

**Block 14801.03**, Lot 3 (4686 vs 3000 s.f.)

**Block 14801.03**, Lot 16 (4679 vs 3000 s.f.)

**Block 14801.03**, Lot 18 (5357 vs 3000 s.f.)



Section 2

**Block 14801.01**, Lot(s) 19, 21, 22, 24, 25, 27, 28, 30, 33, 34, 39, 40, 42, 43, 45 & 46 (4675 vs 3000 s.f.)

**Block 14801.01**, Lot 31 (5210 vs 3000 s.f.)

**Block 14801.01**, Lot 36 (4768 vs 3000 s.f.)

**Block 14801.01**, Lot 37 (4803 vs 3000 s.f.)

**Block 14801.01**, Lot 48 (6277 vs 3000 s.f.)

Section 3

**Block 14801.01**, Lot(s) 52, 53, 55, 56, 58, 59, 61, 63, 65, 66 & 68 (4675 vs 3000 s.f.)

**Block 14801.01**, Lot 50 (4671 vs 3000 s.f.)

**Block 14801.03**, Lot(s) 22, 24, 25, 27, 28, 30, 33, 34, 36, 37 & 39 (4675 vs 3000 s.f.)

**Block 14801.03**, Lot 19 (5547 vs 3000 s.f.)

**Block 14801.03**, Lot 21 (4682 vs 3000 s.f.)

**Block 14801.03**, Lot 31 (4728 vs 3000 s.f.)

2. **Lot Depth:** The minimum required lot depth is 100 feet. The plan conforms to this requirement.
3. **Lot Width:** The minimum required lot width is 20 feet with a maximum permitted of 30 feet. The plan does not conform to the maximum lot width requirement, proposing 42.5 foot and greater lot widths for end units. As proposed, variances are required for the following townhouse lots as noted below:

Section 1

**Block 14801.01**, Lot(s) 1, 3, 4, 6, 7, 9, 10, 12, 13, 15, 16 & 18 (42.5' vs 30' max)

**Block 14801.02**, Lot(s) 2, 4, 5, 10, 11 & 13 (42.5' vs 30' max)

**Block 14801.02**, Lot(s) 7, 8 (59.79' vs 30' max)

**Block 14801.03**, Lot(s) 1, 3, 4, 6, 7, 9, 10, 12, 13, 15, 16 & 18 (42.5' vs 30' max)

Section 2

**Block 14801.01**, Lot(s) 19, 21, 22, 24, 25, 27, 28, 30, 31, 33, 34, 36, 37, 39, 40, 42, 43, 45, & 46 (42.5' vs 30')

**Block 14801.01**, Lot 48 (57.5' vs 30')

Section 3

**Block 14801.01**, Lot(s) 50, 52, 53, 55, 56, 58, 59, 61, 63, 65, 66 & 68 (42.5' vs 30' max)

**Block 14801.03**, Lot(s) 19, 21, 22, 24, 25, 27, 28, 30, 31, 33, 34, 36, 37 & 39 (42.5' vs 30' max)



4. **Front Yard Setback:** The maximum permitted front yard setback is 15 feet. The zoning table indicates they are proposing 20-25' which does not conform to this requirement. The plans show the 15' setback limit line which is not being adhered to and the proposed townhomes at a 25' setback. As proposed, a variance would be required.

*It is noted that more than 15 feet (minimum 18 feet) is needed to meet RSIS minimum driveway depth to count as a parking space.*

5. **Side Yard Setback:** The minimum required side yard setback (end units) is 25 feet; may be reduced to 15 feet with special architectural articulation of the end walls, including special fenestration or side entry units and upgraded facade materials. All facades of townhouse units shall be articulated with fenestration. There shall be no blank walls for a corner lot. The plan does not conform to the minimum side yard setback requirement, with only a 12.5 foot side yard setback (net 25' between end units). As proposed, a variance would be required.

6. **Distance Between Buildings:**

- Building front or rear wall to building front or rear wall: 70 feet. The plan complies with this requirement.
- Building rear wall to building rear wall: 50 feet. The plan complies with this requirement.
- Building wall to public right-of-way, street or paved parking area: 12 feet. The plan complies with this requirement.
- Minimum distance from any building wall to perimeter lot line: 50 feet. The plan complies with this requirement.

7. **Unit Sizes:** It is encouraged that a variety of unit widths and unit sizes be provided. The minimum width for individual units shall be 20 feet, and the maximum width for individual units shall be 30 feet. A minimum of 20% and a maximum of 60% of the units shall be 20 feet to 24 feet wide and a minimum of 20% of the units shall be 26 feet to 30 feet wide. The plan does not conform to this requirement as all units as all units are proposed to be 30' wide. As proposed, a variance would be required.

8. **Lot Coverage:** The maximum permitted lot coverage is 75 percent. The plan indicates it would conform to this requirement.

9. **Building Height:** The maximum permitted building height is 35 feet. The plan indicates it would conform to this requirement.



10. **Building Units:** The maximum permitted units per building is 10 units. The plan conforms to this requirement, proposing a maximum of 3 units per building.
11. **Buffers:** A landscaped buffer, 50 feet wide, shall be provided along the entire perimeter of a residential age-restricted development. The buffer, designed in accordance with § 175-93, shall contain existing wooded areas, dense plantings of evergreen trees and shrubs or landscaped earth berms. Buffer areas shall be developed in an aesthetic manner for the primary purpose of providing a year-round visual screen to the residential age-restricted development from adjacent rights-of-way and land uses. Fences, walls or structures shall not be permitted in the required buffer area. The plan indicates a 50' perimeter buffer is intended. However, refer to Section 4.4 for comments on compliance.

### 3.5 Bulk Requirements - Planned Commercial (Tract 1)

As an unpermitted use there are no bulk standards for commercial in the RA, Residential Age-Restricted zoning district. The use variance granted for a mixed use included a planned commercial component. As such, the planned commercial bulk standards are recommended and those associated with the overall tract to be retained for said use are provided below.

1. **Lot Area:** The minimum required lot area is 5 acres. Tract 1 conforms to this requirement with the commercial component, proposed Tract 1, having 7.67± acres.
2. **Lot Width/Frontage:** The minimum required lot width is 400 feet. The plan does not conform to this requirement, proposing 360' of width/frontage along Glassboro-Cross Keys Road. As proposed, a variance would be required.
3. **Lot Depth:** The minimum required lot depth is 400 feet. The plan indicates it is proposing to conform to this requirement.

*It is noted that building setbacks/lot coverage/buffers/building height and parking for this planned commercial tract are to be addressed at the time of site plan approval for same.*

### 3.6 Age & Occupancy Requirements

In accordance with § 175-162.1E, age and occupancy requirements. The following age and occupancy requirements shall apply to all dwelling units in a regional growth residential age-restricted development:

- (1) Permanent residents shall be at least 55 years of age, except that a spouse may occupy a unit together with his or her spouse who is at least 55 years of age.



"Permanent residents" are defined as people who live in the units more than 30 days in any twelve-month period.

- (2) A maximum of one child, 18 years of age or older, may reside as a permanent resident with his or her parent(s) or legal guardian(s).
- (3) No more than three permanent residents shall occupy any one unit.

The applicant shall acknowledge and confirm intended compliance with these requirements.

### **3.7 Open Space & Recreation**

In accordance with § 175-162.1I, open space and recreation:

- (1) A minimum of 35% of the total tract area shall be set aside as common open space and shall conform to the requirements of § 175-125. The plan does not strictly conform to this requirement. The plan proposes a total of 45% open space; however, the area of stormwater management basins has been included in the calculation. As proposed, a waiver of strict compliance is required.
- (2) All lands set aside for open space shall be developed with active and passive recreational facilities to service the needs of the residents of the residential age-restricted development. Such facilities may include a swimming pool, tennis courts, shuffleboard courts, bicycling trails, hiking trails, putting greens and/or picnic areas. Residential age-restricted developments containing 200 or more units shall provide a community building as the focal point of recreational activities within the development. Recreation buildings shall be a minimum of 3,000 square feet for the first 200 units and an additional 100 square foot per unit for all projects over 300 units. The plan does not strictly comply with this requirement. Refer to comment above under (1). In addition, the proposed recreation building (clubhouse) has 2856 s.f. vs. 3000 s.f. As proposed, a waiver of strict compliance is required.

*It is noted that the development has less than 200 units.*

### **3.8 Additional Standards**

In accordance with § 175-162.1J, additional standards for residential age-restricted developments include:

- (1) The layout and design of residential age-restricted developments shall create a recognizable community center that encourages pedestrian traffic and circulation. Walking paths and bike paths shall be integrated into the plan and, where practical, connect to the Township system. The plan does not propose any walking paths or bike paths other than the interior street sidewalk. The





applicant shall provide testimony regarding the required standards. As proposed. A variance may be required.

- (2) All structures shall be constructed with a compatible architectural theme, with appropriate variations in design to provide attractiveness to the development. The applicant should provide testimony regarding compliance.
- (3) All dwelling units shall connect to an approved and functioning central water and sanitary sewerage treatment system. The plan proposes to comply with extensions of public water and sewer intended.
- (4) A homeowners' association shall be created, subject to the approval of the Planning Board, to ensure maintenance of all common areas and facilities. The applicant shall provide testimony regarding the proposed HOA.
- (5) Private residential swimming pools, utility sheds and/or other accessory buildings are specifically prohibited. The applicant should indicate acknowledgement of these prohibitions and incorporate same into any HOA documents/lot or deed restrictions.
- (6) Fencing shall not be permitted, unless required and/or approved by the Planning Board. The applicant should indicate acknowledgement of this conditional standard and incorporate same into any HOA documents/lot or deed.
- (7) No storage of boats, trailers or campers shall be permitted on any individual residential lot. The applicant should indicate acknowledgement of this prohibition and incorporate same into any HOA documents/lot or deed restrictions.

#### **4.0 Design, Performance and Evaluation Standards**

##### **4.1 Streets and Parking**

1. In accordance with § 175-146I(1)(a), internal streets designed to service the units shall remain privately owned and maintained. The plan appears to indicate dedicated street right-of-ways. The applicant shall confirm intended design. A waiver may be required.
2. In accordance with the RSIS, a total of 2.4 parking spaces per unit (with 3 bedrooms) are required. Total required residential parking for the development would be 281 spaces (117 units x 2.4). The applicant proposes 1 car garages with a double driveway measuring 18' wide x 20-25' long, which is a hybrid of two cited RSIS standards. Per RSIS, a one-car garage and driveway combination shall count and 2 off-street parking spaces and a two-car garage

with a qualifying driveway combination (20' wide x 18' minimum length) shall count as 3.5 spaces. The appropriate number of spaces per unit provided by their design needs to be determined as well as if the driveway should be widened to 20' wide to comply with RSIS.

3. In accordance with § 175-146J(9)(b)[8], one parking space for each three dwelling units shall be provided for the swimming pool in addition to the residential parking requirements. A total of 39 spaces (117/3) would be required.
4. In accordance with § 175-123J(12), one parking space for each 100 square feet of gross floor area is required for a community clubhouse. A total of 29 spaces would be required (2856 s.f./100 s.f. = 29 spaces).
5. Overall, a total of 349 spaces would be required. The plan, as proposed, takes credit for 3 spaces per unit citing a total of 351 (117x3) spaces provided via the garage and drive. It also shows 58 on-street (90°) parking spaces of which 36 are located adjacent to the clubhouse open space lot as well as another 26 spaces in an off-street parking lot in front of the clubhouse for an overall total of 435 spaces. If only 2 spaces per unit were counted, the plan would offer a total of only 318 spaces (234 residential parking, 58 – 90° on-street spaces and 26 off-street spaces). As the 2.4 space requirement includes .5 spaces for visitors, the issue is to ensure there is enough parking throughout the site for visitor parking and enough shared spaces near the community center and associated recreation uses to meet its needs.

#### **4.2 Sidewalk**

1. In accordance §175-133, sidewalks shall be installed in all types of development and shall be installed along all streets and wherever pedestrian traffic is expected. The plan primarily conforms to this requirement; however, it is recommended that a pedestrian connection be added to the access road connection between the residential development and the future planned commercial development. Additional pedestrian connections between the two uses should also be considered.
2. The plans also show sidewalk is proposed along the frontages of the commercial tract. The applicant shall confirm if this sidewalk will be constructed at the same time as the residential development.

*It is noted that drive entrances are also shown for the commercial tract. Their locations are yet to be determined and may be revised as part of the commercial component site plan approval process.*



### 4.3 Architectural Standards

1. In accordance with §175-146E, architectural design, single-family attached dwelling units and structures shall have an overall theme and architectural design in order to provide an attractive and aesthetically desirable effect, as well as variants in the design and architectural elements as noted below:
  - Individual dwelling unit design such as varying unit width, staggering unit setbacks, providing different exterior materials, varying rooflines and roof designs, altering building heights, type of windows, doors, shutters, porches, colors and the orientation of the façade, either singularly or in combination for each dwelling unit. Architecturals have not been submitted for review. the applicant shall provide testimony regarding compliance.
  - No single-family attached dwelling unit development project shall be approved without adequate controls established to ensure the continued integrity of the architectural design theme, the aesthetics and the environmental site planning considerations of the project. Architecturals have not been submitted for review. the applicant shall provide testimony regarding compliance.
  - Unit layout shall be in a clustered, nonlinear pattern. Maximum number of units oriented in the same direction (within 30°) on a road shall be 20. The plan does not conform to this requirement. As proposed, a waiver is required.
2. In accordance with §175-146J, Other single-family attached dwelling unit building design and performance standards.
  - Single-family attached dwelling unit structures shall be arranged and designed so that a maximum number of dwelling units front directly on the common open space and also so as to take advantage of the natural terrain. The plan does not conform to this standard. As proposed, a waiver is required.
  - To the maximum extent practical, all single-family attached dwelling unit building structures should be arranged into small clusters. The maximum number of single-family attached dwelling units per cluster should not exceed 30 units. The plan does not conform to this standard. As proposed, a waiver is required.



- Single-family attached dwelling unit structures shall not front on a street designed to convey through traffic, whether said street is internal or external to the project site. The plan appears to conform to this requirement.
- Building facades shall be offset a minimum of four feet after every two dwelling units within single-family attached dwelling unit structures. The applicant shall provide testimony to confirm compliance.
- Adequate facilities for disposal of refuse shall be provided, and all refuse disposal units or locations for deposit shall be screened from view and designed in such a fashion as to prevent access from rodents and blowing away of refuse. The applicant shall provide testimony to confirm compliance.
- Any outdoor storage area shall be completely screened from view from any public right-of-way, yard or any residential use. All organic rubbish or storage shall be contained in an airtight, verminproof container. Such area shall be surrounded by fencing and/or vegetation planted of an appropriate height and thickness to accomplish the required screening. The applicant shall provide testimony to confirm compliance.
- Each single-family attached dwelling unit shall include adequate space for individual laundry facilities and a minimum of 400 cubic feet of storage space. The applicant shall provide testimony to confirm compliance.

#### **4.4 Buffers**

1. In accordance with §175-93A, buffer areas are required along all exterior tract boundaries including street right of ways for planned residential developments. Buffer areas are required along all exterior tract boundaries including street rights-of-way for planned residential developments, planned unit developments, single-family attached developments and multifamily developments. Buffer areas shall be developed in an aesthetic manner for the primary purposes of screening views and reducing noise perception beyond the lot. Buffer widths shall be as specified in Article XIV of this chapter and shall be measured horizontally and perpendicularly to lot and street lines. No structure, activity, storage of materials, parking or driving of vehicles shall be permitted in a buffer area. The standards for the location and design of buffer areas are intended to provide flexibility in order to provide effective buffers. The location and design of buffers shall consider the use of the portion of the property being screened, the distance between the use and the adjoining property line, differences in elevations, the type of buffer, such as dense



planting, existing woods, a wall or fence or landscaped earth berms, buffer height, buffer width and other combinations of man-made and natural features. The buffer shall be designed, planted, graded, landscaped and developed with the general guideline that the closer a use or activity is to a property line or the more intense the use the more effective the buffer area must be in obscuring light and vision and reducing noise beyond the lot. The plan partially complies. A 50' wide buffer as specified under Article XIV is shown along the perimeter of the tract including along the existing street rights-of-way except for the northeastern perimeter of the tract where the buffer appears intended due to the proposed plantings, but not labeled or shown. In addition, required buffer plantings are missing along the southern property line adjacent to the stormwater management basins. As proposed, a waiver would be required, although not recommended.

2. Buffer plantings shall be provided along the entire southern property line adjacent to the basin for the entire length of the property.
3. In addition, the buffer is intended to be a “dense planting of evergreen trees and shrubs, and while the addition of an occasional Ornamental Tree is welcomed, the buffer as shown is too deciduous. More evergreens shall be added, and evergreen alternatives to the Ilex verticillata (Winterberry Holly) and Myrica pennsylvanica (Bayberry) shall be added as these 2 species are deciduous and provide no winter screening.
4. In accordance with §175-93B, notwithstanding the above, a minimum of 1/2 but in no case less than 10 feet of the horizontal width of any buffer required along a periphery shall have an area which shall be designed, planted, graded, landscaped and developed to obscure the activities of the site from view. The plan does not conform to this requirement as noted above. As proposed, a waiver would be required, although not recommended.
5. In accordance with §175-93C, all buffer areas shall be planted and maintained with either grass or ground cover, together with a screen of live shrubs and/or live trees, shrubs or other plant material meeting the following requirements:
  - (1) The preservation of all natural wooded tracts shall be an integral part of all site plans and may be calculated as part of the required buffer area, provided that the growth is of a density and the areas have sufficient width to serve the purpose of a buffer. Where additional plantings are necessary to establish an effective buffer, said plantings may be required. *Not applicable - the property in question is farmland.*
  - (2) Plant materials used in screen planting shall be at least five feet in height when planted and shall be of such density as will obscure, throughout the



full course of the year, the glare of automobile headlights emitted from the premises. The landscaping planting schedule indicates compliance.

- (3) The screen planting shall be so placed that at maturity it will not be closer than three feet from any street or property line. The applicant shall provide testimony regarding intended compliance.
- (4) Trees shall be at least 10 feet in height when planted and be of a species common to the area, be of balled and burlapped nursery stock, and be free of insect and disease. The landscaping planting schedule indicates compliance.
- (5) Any plant material which does not live shall be replaced within one year of one growing season. The applicant shall acknowledge this requirement.
- (6) Screen plantings and landscaping shall be broken at points of vehicular and pedestrian ingress and egress to assure a clear sight triangle at all street and driveway intersections. The plan complies with this requirement.

#### **4.5 Open Space, Common Areas and Recreation Areas**

1. In accordance with §175-125G(1), the minimum size of any parcel in a major residential subdivision having a gross acreage of 20 acres or more shall be two acres. The plan does not conform to this requirement. Three of the five proposed open space lots are less than 2 acres being the clubhouse lot (Block 14801.02, Lot 1 with 1.677 acres; Block 14801.01, Lot 49 with .13 acres and Block 14801.01, Lot 62 with .517 acres. As proposed, waivers are required.
2. In accordance with §175-125G(2), open space shall be an integral part of the development and shall be located to best suit the purpose(s) for which they are intended. All open space parcels shall front on a public right-of-way. The plan conforms to this requirement.
3. In accordance with §175-125G(3), where feasible, the common open space shall connect into existing Township park, recreation or conservation lands or connect into an adjacent planned development's common open space. Public pedestrian and/or bicycle paths shall be included in the open space whenever feasible and shall be designed to connect into a larger scale Township system if applicable or feasible. The applicant shall provide testimony regarding the feasibility of or any opportunity to comply.



4. In accordance with § 175-125G(4), there shall be a close visual and physical relationship between the open space and as many dwelling units as is reasonably possible. Open space areas should weave between dwelling units, generally respecting a minimum width of 50 feet and periodically widening out into significant and usable recreation areas. The plan does not conform to these requirements, having narrow (15' etc.) fingers to the street from the two largest open space lots which are behind the townhomes and consist primarily of stormwater basins and buffer. The applicant shall provide testimony regarding the purpose and effectiveness of these narrow connections. As proposed, a waiver of strict compliance is required.
5. In accordance with § 175-125G(6), no parcel of upland open space, other than wetlands buffer areas, shall have a dimension of less than 150 feet measured perpendicular to any lot line for a parallel distance greater than 300 feet; or less than 50 feet for a distance greater than 100 feet. The plan does not conform to these requirements. As proposed, a waiver is required.

#### **4.6 Landscaping and Street Trees**

1. In accordance with § 175-132B, in each subdivision of land, the developer shall plant trees along either side of said streets, proper shade and/or decorative trees at a maximum distance of 50 (fifty) feet between trees. The minimum distance between such trees planted shall be 40 (forty) feet. Trees shall be planted at least 15 (fifteen) feet from the curblineline. The plan does not conform to this requirement for a number of locations throughout the site, including: Block 14801.01, lots 1, 4, 7, 9-10, 12, 15, 18, 21, 33, 37, 40, 43, 46, 52, 55, 61, 63, 66; Block 14801.02, lots 1-2, between lots 1-13, lots 4, 7, 9, 11; Block 14801.03, lots 3, 6, 9, 12, 15, 18, 21, 24, 27, 31, 34, 37. where the spacing exceeds the maximum 50 feet. As proposed a waiver is required.
2. The landscaping plan shows street trees placed behind the sidewalk in a 5' wide tree easement. The applicant included Landscaping Note #13 and a Road x-Section Detail on sheet 21 of 31 which shows street trees setback 15 (fifteen) feet behind the curblineline. The applicant shall address the adequacy of the 5' tree easement where the tree is placed at the back of said easement. Additional width should be considered.
3. In the area around the Club House (Block 14801.02, Lot 1) the following comments are made:
  - a. The parking area along Queensferry Drive should be screen with a low evergreen planting. Recommended species would be lower holly varieties.
  - b. There are no foundation plantings shown around the Club House.



- c. There are plantings shown around the perimeter of the pool area. No means of access (service gates, pedestrian gates) to the perimeter area is shown. Applicant needs to address.
  - d. There are no accessible routes of travel provided to the Pickle Ball, Bocce Ball or Dog Run areas.
  - e. Seating should be provided for all use areas.
  - f. The Dog Run area should have a double gated entrance to allow users to remove leashes safely prior to entering the run.
  - g. Additional trees should be provided around the Dog Run for shade.
  - h. An (AR) Red Maple is shown directly in front of the Dog Run gate.
  - i. Typically, the Dog Run will also have a larger double gate to allow for maintenance access.
  - j. The shade trees shown at the intersection of Panmure Way and Queensferry Drive should be moved out of the sight triangles.
4. If there is to be signage at the two entrances, (CR 689 and CR 655), landscaping should be provided for same and shown on the Landscape Plan.
  5. Consideration should be given to limit the total quantity of both Silver Linden (possibility of disease) and Zelkova serrata (none native species). It is recommended to consider native tree species such as Willow Oak (Quercus phellos) or Swamp White Oak (Quercus bicolor) as alternates.
  6. Section 175-147 Vegetation e. (3) states: “permanent lawn or turf areas shall be limited to those specifically intended for active human use, such as playing fields, golf courses and lawns associated with a residence or other principal nonresidential use.” Applicant should consider alternative seeding mixtures for open spaces not related to basins or the Club House, to reduce the need for irrigation, fertilizers and pesticide applications

#### **4.7 Tree Protection**

1. In accordance with § 175-147F(2), all trees with a diameter of 5 (five) inches or greater shall be indicated on the site plan and grading sheets of development plans. The size, species and condition of the trees shall be indicated. The engineer/landscape architect of the Township’s Planning or Zoning Board shall inspect the trees and determine which trees must be preserved and/or protected. Trees greater than 25 (twenty-five) inches in diameter shall be considered specimen trees and must be preserved based on conditions in the above subsection. The property in question was historically agriculture and the current topographic survey indicates scattered scrub growth/trees. The





applicant shall confirm through testimony that there are no existing trees that meet these criteria of concern.

#### **4.8 Sight Triangles**

1. In accordance with §175-134B, within a sight triangle, no grading, planting or structure shall be erected or maintained more than 30 inches above the center-line grade of either intersecting street or driveway or lower than eight feet above their center lines, including utility poles but excluding fire hydrants, street name signs and official traffic regulation signs. Where any street or driveway intersection involves earth banks or vegetation, including trees, the developer shall trim such vegetation and trees as well as establish proper excavation and grading to provide the sight triangle. The plans should be revised to include a landscaping note which indicates street trees within the sight triangles must have branch structures start a minimum of 6 feet from the finished grade.
2. In accordance with §175-134G, the dedication of a sight triangle easement shall be expressed on the plan as follows: "Sight triangle easement granted to the Township of Monroe for the purposes provided for and expressed in the Township Code." The proposed sight triangle easements shall be labeled accordingly.

#### **4.9 Signage**

1. Per § 175-135B, development identification signage is not specifically permitted in a residential district. The plan indicates a proposed development sign at the Fries Mill-Blackwood Road entrance; however, a sign detail has not been provided. The applicant shall confirm if any signage is proposed at the other development entrance on Glassboro-Cross Keys Road. As proposed, a waiver would be required.
2. The applicant should provide testimony and include sign details of any internal proposed signage for the clubhouse and its associated recreational uses (i.e. pool, dog run, etc.)

#### **4.10 Fences**

1. Fences, walls or screening used in place of a fence shall have a maximum height of six feet in the side and/or rear yard and four feet in the front yard. The plan does not conform to this requirement. The dog run area has a 6' fence which is technical within a front yard. As proposed a variance would be required; however, it is recommended that it be pushed back to be in line or behind the front yard of the new townhomes.



2. In accordance with § 175-145C, all swimming pools, except those located on a single-family detached residential lot or two-family attached residential lot, shall comply with the requirements of § 175-146J(9)(b) which includes § 175-146J(9)(b)[2] which states that no swimming pool shall be permitted unless a permanent continuous fence which is at least six feet high surrounds the facility. The plan does not comply, proposing a 4' fence around the pool area. The fence shall be revised accordingly.

#### **4.11 Fiscal Impact Statement**

In accordance with Section 175-68 of Chapter 175 (Land Management) a planned or cluster development shall include a fiscal impact report indicating the impact of the project on Township services, the cash flow of the project, and an indication of the pro rata share of necessary improvements.

1. The calculations on tax revenue and governmental impact are based on the values published in the adopted 2020 Municipal Budget which was adopted on April 27, 2020, however, the report relies on population data from the 2010 Census. This should be revised to reflect the most recent estimates prepared by the Census's Populations Estimates Program.
2. No information was provided on employment projections related to the proposed clubhouse lot. The Applicant shall clarify if this phase of the development will result in the creation of any part- or full-time jobs.
3. No information was provided on the fiscal impact as related to the School District or County.
4. The Applicant shall provide additional information to support the project's impacts water, sewer, and other utilities.
5. The Applicant shall clarify why the analysis utilized the assumption that all Township expenses are due to the residential population, and not a proportional percentage based on the widely accepted methodology utilized by Rutgers University? This method for analyzing the fiscal impact of residential development is widely accepted and appears in *The New Practitioner's Guide to Fiscal Impact Analysis*, published by the Center for Urban Policy Research (CUPR), at Rutgers University in 1985 and *Development Impact Assessment Handbook* published jointly by CUPR and the Urban Land Institute in 1994.
6. The fiscal impact report does not appear to include the anticipated cash flow of the project.



7. The report shall include the fiscal impacts associated with any off-tract improvements proposed.

## **5.0 General Comments/Recommendations**

### **5.1** The plans shall be revised as follows:

- a) The index of sheets shall be revised to match the actual plan sheet original dates and last revised dates. The sheet numbers on the index of sheets for the Final Plan of Lots shall be revised to match the actual plan sheet numbers.
- b) The zoning table shall be revised as follows:
  1. The proposed lot area for an end unit shall be revised to include the range of areas of 4675 s.f.–6536 s.f. as per the plan.
  2. The proposed lot width shall be revised to include the range of widths of 42.50’-59.79’ as per the plan.
  3. The side yard requirement for end units shall read “minimum” vs. maximum. The plan also shows all setbacks to be at 25’. The table also indicates 20’ requested, however it is not clear where that applies.
- c) Tract 1 should be labeled Future “Planned Commercial” Development and a proposed Block 14801, Lot 12.03 vs. Remainder Lot 12. A zoning table for same shall be added.
- d) A note should be added under the zoning table for Tract 1 that indicates that building setbacks/lot coverage/buffers/building height and parking for this planned commercial tract are to be addressed at the time of site plan approval.

- 5.2 It is recommended that the proposed connective access drive from the residential tract to the commercial tract be more centrally located between the mixed uses.

## **6.0 Fees, Contributions and Obligations**

### **6.1 COAH**

The applicant is required to satisfy its affordable housing production obligation, which requires payment of a development fee of one and one-half (1.5%) percent of the equalized assessed value of the residential construction into a Housing Trust Fund established by Monroe Township Council. A condition of receiving a building permit is the payment of this fee at the time of the request for a certificate of occupancy.



## **6.2 Developer's Agreement**

The applicant must enter into a developer's agreement relating to such items as improvements to be installed by the developer, conditions of approval, types of guaranties required from the developer, and phasing of the development. The agreement must be recorded by the developer and a fully executed copy of the agreement, stamped by the County Clerk indicating the date of recording, must be delivered to the Township Clerk prior to the approved plans being signed.

The obligation of the developer provided for in the developer's agreement shall be binding on the successors and assigns of the developer and shall run with the land.

## **6.3 Homeowners' Association**

A homeowners' association shall be created, subject to the approval of the Zoning Board, to ensure maintenance of all common areas and facilities.

The applicant must present an adequate plan for the organization and administration of such an association. Such plan must ensure that the homeowners' association responsible for maintenance of common open space provides adequate funding for the maintenance, repair and replacement of such open space and its structures by a system of fees assessed against residents of the development. The financial soundness of such homeowners' association shall include fee arrangements guaranteed by assessments levied on the land in the development through permanent deed restrictions or other suitable guaranties.

No residential development shall receive final approval by the Zoning Board until all elements of the homeowners' association have been satisfactorily reviewed and approved by the Zoning Board and New Jersey Department of Community Affairs, if required.

## **6.4 Lot Numbers**

Lot numbers must be approved by the County Tax Assessor's office.

## **6.5 Escrow**

The applicant must contact the Township's finance office to settle any outstanding review escrow accounts prior to any approvals taking effect or plans being signed.



## 7.0 Outside Agency Approval

The major subdivision is subject to the review and approval of all outside agencies with jurisdiction, if not already received, including but not limited to the following. Evidence of these approvals must be submitted to the Planning Board.

- NJ Department of Environmental Protection;
- Gloucester County Planning Board (denied 8/4/2020);
- Gloucester County Soil Conservation District;
- Gloucester County Utilities Authority;
- Monroe Township Municipal Utilities Authority;
- Monroe Township Fire Official; and
- Any other as may be required.

The above comments and/or recommendations are submitted for your review and consideration. Should you have any questions with regard to this matter or require additional information, please do not hesitate to contact our office at (609) 910-4068.

Regards,

**MASER CONSULTING, INC.**

A handwritten signature in blue ink that reads 'Pamela J. Pellegrini'. The signature is written in a cursive, flowing style.

Pamela J. Pellegrini, P.E., P.P., C.M.E.  
Project Manager

PJP/rld

cc: Richard P. Coe, Esquire

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